

NATIONAL CONVENTION PLANNING MEETING

August 23, 1998; 8:00 pm; Java Espresso & Bakery; 1219 Moro

Agenda: Committee Reporting

Arrangements Chair (Budke):

- Bent relocation project *(Mark Koontz)*
- Souvenir folders -- persons donating 5hrs or more at the convention or on the bent project will receive a souvenir folder *(Hand out at Conv.)*
- Convention shirts / souvenir shirts -- color, number, create souvenir shirts?

50 Gold embroidery on purple material - Polo shirts

Housing/Physical Facilities (Nicholls):

- Signed contract at ~~Hampton~~ Inn *Fairfield*
- Roger needs a copy of the ~~Hampton~~ contract
- Have the contact at the ~~Hampton~~ Inn give Roger a call at 1-800-TAU-BETA
- Roger will send a final updated AV requirement list in 2 wks, double all items
- Reserve tables and chairs for the Atrium luncheon through KSU facilities

Meals/Registration/Speakers/Headtable Seating (Laura Buller):

- Reservations for luncheon Atrium

Transportation (Dalton):

- Roger is receiving travel plans from chapters
- Quite a few people will fly into Manhattan -- hotel vans can handle the load
- Buses reserved for Thursday morning tours

Treasurer (Danna Lethbridge):

- 2 bills to be paid to the chapter
- \$2500 donation from *Citgo* *Cassma*

Initiation (Webster):

- Contact Allen Hirsch (Director of Rituals), 719-783-2145
- Rehearsal Friday
- Forum Hall is available for sure

Banner/Group Photo (Orsborn):

- state of the bottom of the banner
- Group photo will be at the old stadium on Saturday

Guests' Program/Campus and Area Tours (Carrie Burghart and Elizabeth Verderber):

- Reservations for the Kanza Prairie tours on Thursday morning
- Roger has received preliminary questionnaires on tours and he'll inform us
- Need to put together a map of Aggieville
- Other recreation on Thursday morning or Saturday at 2:50 -- water polo?

Corporate Donations (Jennifer Wright):

- \$2500 donation from ~~Citgo~~ -- way to go Jenni
- Thank you letters to companies that donated

Banners?

Publicity (Coatney and Emily Emerson):

Duplication/Convention HQ (Guenther):

- Copier in HQ or account at Kinkos during convention
- State of computers for HQ